

Functions at the



*Simple, Elegant &
Unforgettable*



Welcome

Thank you for considering the Tolland Hotel for your next function venue. Established in 1834, the Tolland Hotel has been a long time favourite for many generations of locals and visitors alike.

The Tolland Hotel is ideally located 4km from Wagga's CBD, making it the perfect venue for your next function away from the hustle and bustle. With convenience of our courtesy bus we can get you and your guests to and from the venue, with ease.

Our function areas are ideal for both adults and kids!

Our experienced team can help you plan your perfect function from birthdays, engagements, weddings, reunions, fundraisers, Christmas parties, meetings and much more

Our team of chefs have created the perfect menu to suit your dietary needs and budget.

Our professional team will ensure your event is successful and memorable

If you require any further information or would like to discuss availability please contact us on **02 6922 6266** or email at: **tollandhotel@alhgroup.com.au**

We look forward to assisting you with your next event

Kind Regard,
The Functions Coordinator



Reserved Bistro

Private Bar, Deck & Entry

Room Capacity

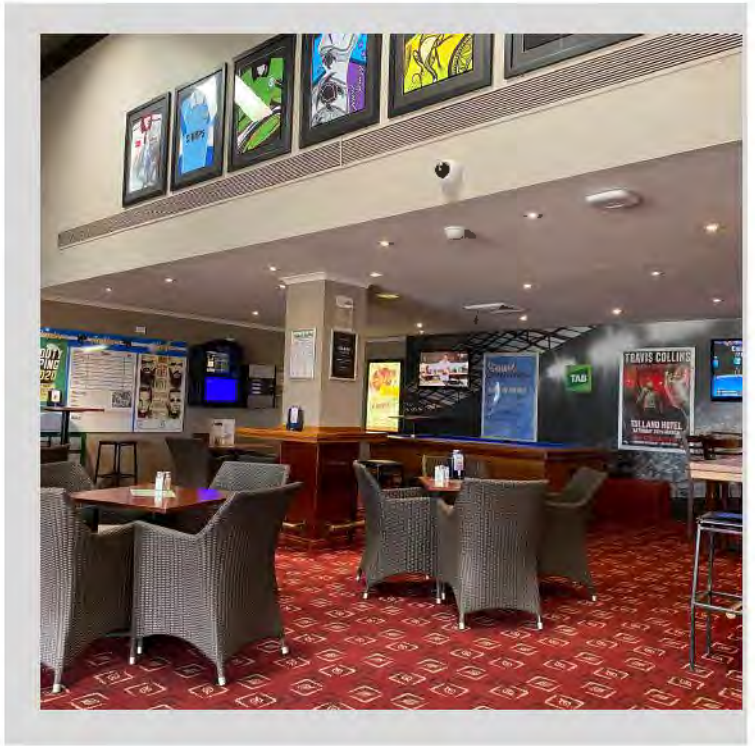
300 Cocktail

200 Seated

300 Theatre Style

Room Inclusions:

- ◆ Room configuration of your choice.
- ◆ Private bar, bar tab available (min 60p)
- ◆ Tea / Coffee Station
- ◆ Microphone.
- ◆ Free Wi-Fi
- ◆ Classic white table linen and serviettes
- ◆ Modern cutlery, crockery and glassware
- ◆ Skirted cake table
- ◆ Professional wait and bar staff
- ◆ Experienced and dedicated Functions Manager to assist in the planning and execution of your event



Equipment

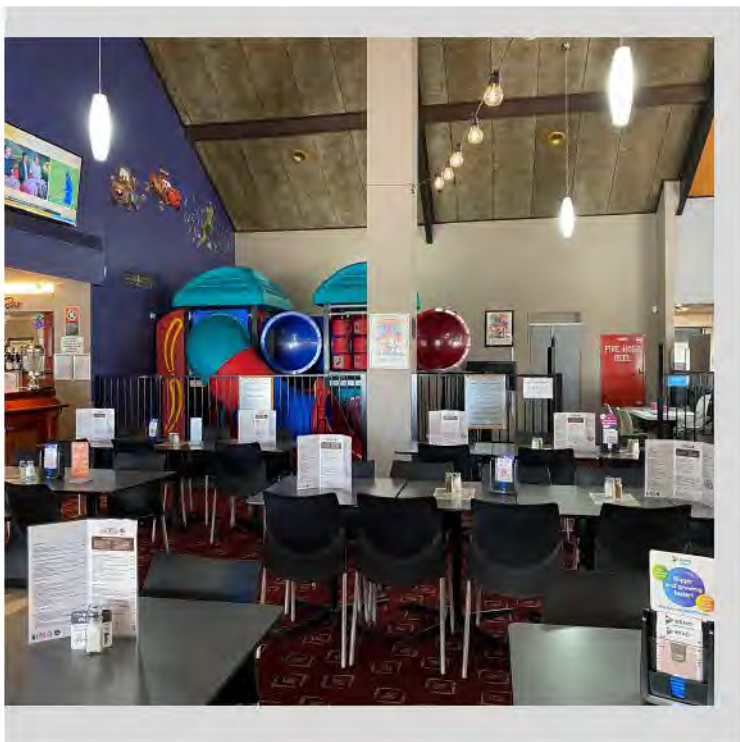
for Hire

- ◆ Data Projector
- ◆ Projector Screen
- ◆ TV/DVD Player
- ◆ White Board
- ◆ White Chair Covers
- ◆ Laptop
- ◆ Coloured Satin Chair Sashes
- ◆ Wishing Well

Entertainment

Need entertainment for your event?
We can assist in arranging the perfect entertainment for your function.

- ◆ Band
- ◆ DJ
- ◆ Show Band
- ◆ Solos
- ◆ Duos
- ◆ Karaoke





Alfresco



On the Deck

Reserved Deck

Deck Capacity

300 Cocktail

200 Seated

Inclusions:

- ◆ Deck configuration of your choice.
- ◆ Microphone.
- ◆ Classic white table linen and serviettes.
- ◆ Modern cutlery, crockery and glassware.
- ◆ Skirted cake table.
- ◆ Professional wait and bar staff.
- ◆ Experienced and dedicated Functions Manager to assist in the planning and execution of your event.

Deposit

A deposit of \$350 is required for the Reserved Bistro and \$200 for the Deck.

Deposits are required to book and confirm your function date.

Further details are outlined in the venue Terms and Conditions



Canapes &

Finger Food

A selection of canapes and finger food platters are a great option for a cocktail themed event.

All canapes and finger food will be served on platters and delivered throughout your function by our professional wait staff.

Please discuss your selection with your event coordinator.

4pcs—\$8.00 | 6pcs—\$12.00 | 8pcs—\$17.00

- ◆ Tempura Prawns
- ◆ Chicken Strips
- ◆ Vegetable Samoas
- ◆ Bruschetta
- ◆ Prawn Twister
- ◆ Chicken Devil Wings
- ◆ Beef Dim Sim
- ◆ Satay Skewers
- ◆ Party Pies
- ◆ Sausage Rolls
- ◆ Mini Quiches
- ◆ Spring Rolls
- ◆ Calamari

Note: prices are per person

Platters

All platters are recommended for up to ten (10) guests

Sandwich Platter (48 triangles) \$50.00

A mixture of classic sandwich fillings on multigrain, wholemeal and white bread.

Hot Cocktail Platter (50 pcs) \$60.00

An assortment of spring rolls, samosa, party pies, sausage rolls and mini quiches

Oriental Platter (60 pcs) \$55.00

Mini dim sims, mini spring rolls, samosas, sweet chilli & soy dipping sauces.

Chicken Platter (50 pcs) \$65.00

Devil wings, sweet chilli chicken tenders, chicken drumettes, w/ dipping sauce

Pizza Platter (3 - 24 slices) \$30.00

Supreme, Meat Lovers, Hawaiian or Vegetarian

Cheese & Fruit Platter (10-12ppl) \$65.00

Local Australian and imported cheeses served w/ dried fruits, fresh seasonal fruit & crackers

Cakes & Slice Platter (25 pcs) \$45.00

A fresh mix of cakes and slices that is essential for a function with a sweet tooth.



Buffet Selection

All meals are served with complimentary dinner rolls and butter portions

Option 1

\$25.00pp

- ◆ Roast Pork
- ◆ Chicken Schnitzel
- ◆ Battered Flathead
- ◆ Lasagne
- ◆ Gravy, Apple Sauce & Condiments

Sides:

- ◆ Creamy Potato
- ◆ Vegetables
- ◆ Chips
- ◆ Salad

Option 2

\$35.00pp

- ◆ Lamb Shanks
- ◆ Chicken Prawn Mignon
- ◆ Roast Barramundi Fillet
- ◆ Garlic Prawns
- ◆ Butter Chicken

Sides:

- ◆ Creamy Potato
- ◆ Vegetables
- ◆ Chips
- ◆ Salad
- ◆ Steamed Rice



Kids Menu

\$10.00 per child

- ◆ Chicken Breast Nuggets w/ Chips
- ◆ Fish Nuggets w/ Chips
- ◆ Beef Sausages w/ Mash Potato

Includes bowl of ice-cream

Note: Kids Meals are served individually not as part of the buffet

Dessert Buffet

\$10.00 pp

- ◆ Pavlova w/ Whipped Cream & Fresh Passionfruit
- ◆ Lime Swirl Cheese Cake
- ◆ Fruit Salad

We are more than happy to cater for any special dietary requirements. Please discuss the requirements with the Event Manager



Set Menu

All meals are served with complimentary dinner rolls and butter portions

Alternate drop

3 Course \$45.00 per person | 2 Course \$38.00 per person

Mains

Choose any two of the following:

Sticky Slow Roasted Pork Belly w/ Asian Slaw, Sesame Seeds and Fresh Lime

Char Grilled 250 Gram Scotch Fillet w/ Red Wine Jus

Chicken Breast Stuffed w/ Sundried Tomatoes & Mozzarella

Slow Roasted Herb Lamb Rack w/ Herb Jus

Oven Roasted Barramundi Fillet w/ Herb Butter

All mains are served with your choice of two sides:

Roasted Baby Herb Potatoes, Mash Potato, Creamy Potatoes,
Steamed Seasonal Vegetables, or Roast Mediterranean Vegetable Medley

Entrée

Choose any two of the following:

- ◆ Housemade Chicken & Vegetable Spring Roll w/ Sweet Chilli Sauce
- ◆ Chorizo, Feta & Spanish Onion Salad w/ Balsamic Drizzle
- ◆ BBQ Pulled Pork w/ Asian Slaw, Sesame Seeds & Fresh Lime
- ◆ Thai Beef Salad w/ Coriander, Mint, Mint, Chilli, Bean Shoots and Lime Thai Dressing
- ◆ Smoked Salmon, Brown Rice, Spanish Onion and Fresh Herb Salad

Desserts

Choose any two of the following:

- ◆ Individual Pavlova w/ Chantilly Cream & Fresh Passionfruit
- ◆ Chocolate Mud Cake w/ Raspberry Coulis, Cream & Strawberries
- ◆ Lemon Meringue Tart w/ Cream & Fresh Mint
- ◆ Assorted Profiteroles w/ Chantilly Cream and Strawberries
- ◆ Lime Swirl Cheesecake w/ Raspberry Coulis & Vanilla Ice Cream

Other Functions

Conference/Meeting

Morning / Afternoon Tea \$10.00pp

A selection of scones/cakes, muffin and fruit platter

Lunch \$20.00pp

A variety of gourmet sandwiches, wraps w/ a combination of hot food from the canape menu

Included: Water, tea /coffee station included



Wake Menu

\$14.00pp

- ◆ Hot finger food (3pcs)pp
- ◆ Scones, Jam & Cream (1pc)pp
- ◆ Sandwiches (2pcs)pp
- ◆ Slices (1pc)pp
- ◆ Tea / Coffee Station

Christmas Party

Plenty of room with the option of cocktail for up to 300 or seated for 200, let our experience staff assist you with your workplace festivities.

- ◆ Private Bar w/ tab option
 - ◇ We customise to your needs
- ◆ Feed the troops from our function menu
 - ◇ Our chefs will make sure you don't go hungry



Prior access available for decorating or why not let our professional team do it for you.

Discuss your options and costs with your function coordinator.



Kids Parties

All kids parties must have an adult present at all times.

\$12.00 per child (min 10)

Kids Meal: Nuggets (6) & Chips, Fish (4) & Chips, Calamari (4) and chips OR

Party Platter: Party Pies, Sausage Rolls, Cocktail Frankfurts

Parties include: Colouring station, juice popper, lolly bag and fairy bread.

Extras (min 10)

- ◆ Jumping Castle - \$300.00
- ◆ Face Painting - \$120.00 (3hrs)
- ◆ Chips/lollies for the table \$10



Additional Information

Birthdays / Celebrations

You are welcome to bring along your own cake, please advise before the function if you require our kitchen staff to cut the cake for you.

Decorations

We will ensure the function area is available earlier than your function start time to allow you to decorate. Please liaise with your function coordinator to confirm the availability time.

For do's and don'ts regarding decorations please refer to the terms and conditions.

Minors

Minors are permitted in both function areas but must be accompanied by a parent or legal guardian at all times and are only permitted in the venue until 9.30pm.

Accommodation

Accommodation can be arranged with one of our many local corporate partners

Bar

Bar tabs, bottled wines, tap & bottled beer, spirits, liqueurs and mixers.

Payment

We accept: Cash, Visa, Mastercard, Eftpos, AMEX, sorry cheques are not accepted.

Courtesy Bus

Available by appointment - In the Wagga Wagga area.

Airport pick up and drop off is available,
prior arrangement with the functions manager is required

Our Details

245 Bourke Street, Tolland NSW 2650

p: 02 6922 6266 | f: 02 6926 3162

e: tollandhotel@alhgroup.com.au | w: tollandhotel.com.au

Terms & Conditions

1. A deposit of up to \$350 (Bistro), \$200 (Deck) is required at the time of booking for the Tolland Hotel to hold the booking, along with credit card authorisation and terms and conditions forms completed to secure the reservation.
2. Menu items are subject to market availability.
3. Food and Beverage orders for functions must be made by email at least 72 hours prior to the event. We may be able to organise after this time, but we cannot guarantee. Please speak with us if you have any problems.
4. All function food orders must be paid in full at least 72 hours prior to the event (bar tabs to be settled at the end of the event night). We accept cash, eftpos, credit card or AMEX.
5. All cancellations must be made in writing. If a cancellation is made 21 days prior to the function, then the deposit will be refunded in full less any costs incurred on your behalf. If a cancellation is received less than 21 days prior to the function date, then the venue may reserve the right to retain the full deposit.
6. The venue requires to be informed of final numbers at least 72 hours prior to the function date along with additional payment.
7. If you require a security guard to exclusively serve your function, allowing only invited guests to attend, this must be organised at least 1 week prior to the event at a cost of \$50.00 per hour.
8. Food and beverage cannot be bought in from an outside source. Please contact us if you require any special needs. Cakes are accepted and there may be a small fee for plates and cutlery.
9. If you do not reach the number of guests booked for a minimum spend requirements you will still incur the full cost quoted and confirmed with the venue. (Number of guests are reflected in bar tab count).
10. Any alcohol brought into the venue as gifts must be forfeited to bar staff upon entry and will be returned when you are leaving.
11. The venue takes its responsible service of alcohol obligations seriously and asks you to support us in any decisions based on RSA, 18+ and RCG Policy. Intoxicated persons will be refused alcohol and may be asked to leave the premises. In accordance with our Licence, minors must be accompanied by a legal parent or guardian at all times. Please discuss with our manager on duty as to what time minors may be allowed to stay on the premises. A prearrangement would best suited.
12. Minimum spend requirements on packages apply, based on the starting time and duration of your function. Forfeiture of part or all of your deposit may result in the minimum spend quoted is not met.
13. Forfeiture of your deposit may occur if damage occurs to the premises or property by you or any of your guests or if there is any breach in hotel policies or procedures by you or any of your guests. This includes but is not limited to underage drinking, unauthorised access to the venue, failure to adhere to managements instructions, violence, harassment of other anti social behaviour.
14. The function space holding time is 30 minutes from requested time or 15 minutes on Fridays. If this is not met your space will be opened to the general public.
15. Entertainment bookings for function require a deposit and a forfeiture policy. (if you book entertainment and forfeit, we must contact entertainment and will deduct their due payment).
16. External Entertainment Policy (We allow in certain circumstances but please discuss with your function coordinator).
17. No fixtures, glue, sticky tape are to be adhered to the walls, doors, windows or any space on the premises without prior Any non-approved items may be removed by venue management or security and may be destroyed.
18. Smart casual dress code rules do apply. Themed dress is accepted, although the venue reserves the right to refuse entry if the dress is offensive to other patrons.
19. The venue has the right to refuse entry or service and remove from the premises any person it deems to be behaving in an improper or abusive manner.
20. All prices shown are inclusive of GST and are current at the time of printing but are subject to change.
21. The Tolland Hotel has final discretion terms on entertainment bookings. Please check with your events coordinator regarding our entertainment policy.
22. 21st birthday part conditions: For all guest booking a function for 21st birthday celebrations they are required to have a security guard present for the duration of their function. Guards will be booked through the hotel at the rate of \$50.00 per hour. All 21 celebrations must be brought to the attention of the hotel. If the hotel is not informed, the hotel holds the right to cancel the function immediately.
23. In the event of inability to comply with any of the provisions of this contract by virtue of any cessation of interruption of electricity supplies, equipment failure, unavailability of food item, other unforeseen contingency or accident, the Hotel reserves the right to cancel any booking or refund any deposit without notice.

Booking Form

Thank you for holding your function at the Tolland Hotel

We are looking forward to accommodating you and your guests for your special event

A deposit of \$350 (Bistro), \$200 (Deck) is required for confirmation.
(Please be aware this amount will not be refundable)

Your payment option can be either of the following:

⇒ Pay by cash at the venue.

⇒ Credit Card at the venue, or via email, or fax.

To pay with credit card via fax or email, please complete the Booking Confirmation below and return via fax or email

⇒ Cheques are not accepted.

EVENT DETAILS

COMPANY/CONTACT PERSON: _____

DATE OF FUCTION: _____

START TIME: _____ FINISH TIME: _____

TYPE OF FUNCTION: _____

Age of Birthday (if under 22yrs): _____

FOOD PACKAGE REQUIRED: _____

AREA REQUIRED: _____

OTHER: _____

CREDIT CARD AUTHORISATION

I hereby authorise the Tolland Hotel to deduct the amount of \$_____ from the credit card detail below, for the purposes of (please circle):

Function Room Hire / Food / Beverage / Security / Other Charges

Visa / Mastercard / AMEX (please circle)

Credit Card Number: _____

Expiry Date: _____ CCV no: _____

Cardholder Name: _____

Card Holder Signature: _____

I hereby agree that I have read and understood the terms and condition pertaining to the functions at the Tolland Hotel.

Name: _____ Signature: _____ Date: _____